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# ARIZONA DEPARTMENT OF TRANSPORTATION

INTERMODAL TRANSPORTATION DIVISION  
ENGINEERING CONSULTANTS SECTION  
205 South 17th Avenue - Room 293E, Mail Drop 616E  
Phoenix, Arizona 85007



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State Engineer

November 22, 1996

## Engineering Consultants Section

### INFORMATION BULLETIN 96-14

**TO: CONSULTANTS**

**FROM: ENGINEERING CONSULTANTS SECTION** *prg*

**SUBJECT: STATEMENTS OF QUALIFICATIONS SUBMITTALS**

**Our Selection Panel Members have expressed their concern over the small print used in some Statements of Qualifications. It is extremely hard to read and very hard on the eyes.**

**In order to facilitate the review of proposals we are requiring Consultants that intend to submit Statements of Qualifications after the above referenced date to print their proposals using the typeface, "Times New Roman" or comparable, minimum Font Size 12 (uncondensed), and comply with the original software specifications regarding letter and line spaces.**

**The introductory letter of your Statement of Qualification must include a statement certifying that you have complied with this requirement. Statements not adhering to this requirement would put us in the unpleasant situation of rejecting what may be the best proposal.**

**This bulletin is printed using the specified print size. As you can see it is legible and easy to read.**